

**Minutes
Windsor Town Council Meeting
Town Hall
January 21, 2010**

The Windsor Town Council met in regular session on January 21, 2010 at 5:00 p.m. in the Council Chamber of the Windsor Town Hall, Windsor, Virginia. Mayor Marvin A. Crocker, Jr. was present, and he called the meeting to order. He welcomed those who were present. He asked for anyone with cell phones to please turn them off. He asked the Clerk to call the roll. Robin Hewett, Town Clerk, recorded the minutes. John L. Rowe, Jr., Interim Town Manager, Michael Stallings, Assistant Town Manager/Planning and Zoning Administrator, and Chief Porti were also present.

Council members present: Wesley F. Garris
William L. Jones
Carita J. Richardson
Durwood V. Scott
Greg Willis

Council member absent: J. Clinton Bryant

Mayor Crocker said Mr. Pretlow, Town Attorney, was unable to attend the meeting due to a death in his family. Mayor Crocker gave the invocation and recessed the meeting for a light meal.

Old/New Business

When Mayor Crocker reconvened the meeting, he asked if anyone had any old or new business to discuss at this time.

Stormwater Management Plan

Councilman Garris mentioned an article that was published in the Virginian Pilot regarding stormwater management. He shared the article with Mayor and Council. Mayor, Council and Town Staff discussed the Town's Stormwater Management Plan that was presented to them by the Hampton Roads Planning District Commission. It was mentioned that it may be beneficial to the Town for Council to approve the Plan now so staff can work on the implementation of the plan as time permits, instead of waiting to do all of the implementations within the plan at one time. The cost of implementing the Stormwater Management Plan was also discussed, as well as the purpose of the Plan. After discussion, it was the consensus of Council to put the Stormwater Management Plan on the agenda of the February Council meeting for Council's consideration to schedule a public hearing on this matter.

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Mayor Crocker said there is a Council meeting scheduled for January 27, 2010. Mr. Rowe said the following items will be on the agenda for the January 27, 2010 Council meeting: a resolution of appreciation for Verizon, the detailed presentation of the Town's financial status for the first six months of fiscal year 2009/2010, and the approval of the December 2009 Treasurer's Reports. He gave Council a brief overview of the Town's revenue for the first six months of the current fiscal year. Council discussed the different revenue sources of the Town in regards to which sources are consistent and which sources vary from year to year.

Progress of the Water Project

Mr. Rowe said he has received word back from Peggy Jordan of Rural Development that the Town's loan package is back from Washington, D.C. He said he anticipates closing on the new loan this month. He said the first draw from the loan will be to recover the money that the Town "fronted" for the project. He said the loan is going to be less than \$900,000, which makes the debt service less than originally calculated.

Councilman Scott asked when the water project will be completed. Mr. Rowe said completion of the project is anticipated for late spring. He briefed Council on some minor issues that have come up during the project construction.

Progress of the Sidewalk Project

Mayor Crocker asked for the status of the sidewalk project. Mr. Stallings said the contractor has submitted the 90% plan which was due on January 9, 2010. He said he has received a copy of the plans, and he will get petitions signed by the residents and businesses affected by the sidewalks. He said the petitions are needed to be able to waive a public hearing on this project. He said once this is completed, the only matter left on the project is the waiting process to hear back from the reviewing agencies. He said the only thing that can delay the project at this time is if one of the reviewing agencies does not complete its review by the required deadline.

Mr. Stallings said the sidewalks would not be constructed down Shirley Drive because there was not enough right-of-way for the sidewalks. He said the extra funds will be used to do ditch piping and re-grading of ditches in order for the sidewalks to fit within the right-of-ways in other areas of the project. Mr. Rowe briefed Council on the Virginia Department of Transportation's (VDOT) status of the battery power backups for the street lights in Town.

Citizens' Concerns

Mayor Crocker said he and several other Council members have received complaints regarding potholes on Joyner Town Lane and on the roughness of the road when crossing over the railroad tracks after recent repairs. He asked for Mr. Stallings to

speak on these matters. Mr. Stallings said Joyner Town Lane is a private road which is not maintained by VDOT. He said the Town is not responsible nor VDOT for the condition of Joyner Town Lane. He said the property owners would have to maintain that road themselves. He said he is going to speak with Mr. Neblett at VDOT in regards to the railroad crossings. He said Norfolk and Southern Railway is not finished working on the crossings. Mr. Stallings said that Beartrap Circle is also another private road in Windsor.

Mayor Crocker said he would like to defer the closed session to another date and time when everyone could be present because the Town Attorney was unable to be here today. It was the consensus of Council to continue with the closed session.

Councilman Scott made a motion to go into closed session pursuant to Virginia Code Section 2.2-3711, A-1 for the purpose of discussing personnel matters with regards to the Town Manager's employment contract. Councilwoman Richardson seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #1.

Mayor Crocker said he would like for it to go on record that the closed session consisted of Mayor, Council and Mr. Stallings. All other individuals were dismissed.

Councilman Garriss made a motion to go back into regular session. Councilwoman Richardson seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #2.

Vice Mayor Jones made a motion pursuant to Virginia Code Section 2.2-3712, Subsection D that Council discussed only public business matters lawfully exempted from open meeting requirements, and that Council heard, discussed, or considered only such business matters as were identified in the motion that Council passed to go into closed session. Councilman Scott seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #3.

Councilwoman Richardson made a motion to have a Special Council meeting on February 3, 2010 at 5:00 p.m. in the Council Chamber of the Windsor Town Hall. Vice Mayor Jones seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #4.

Councilman Garriss made a motion to adjourn the meeting. Councilwoman Richardson seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #5.

Marvin A. Crocker, Jr., Mayor

Robin Hewett, Clerk

TOWN OF WINDSOR
RECORD OF
COUNCIL VOTES

Council Meeting Date Jan. 21, 2010

Motion #	Bryant	Jones	Garris	Richardson	Willis	Scott	M. Crocker
1	Absent	Y	Y	Y	Y	Y	
2	"	Y	Y	Y	Y	Y	
3	"	Y	Y	Y	Y	Y	
4	"	Y	Y	Y	Y	Y	
5	"	Y	Y	Y	Y	Y	
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Windsor Town Council
Jan. 21, 2010
Robin Hewitt, Clerk